

ARTICLE 22
EMPLOYEE ASSISTANCE PROGRAM (EAP)

Section 1: Assistance Efforts.

IHSHQE and UNION agree to continue the efforts to identify, counsel and assist in rehabilitating EMPLOYEES with alcohol or drug related problems that affect their ability to perform their assigned duties.

Section 2: UNION Participation.

IHSHQE agrees to invite UNION to attend seminars, workshops and training sessions designed to improve the means and methods of improving the Headquarters East program.

Section 3: Identification and Treatment of Problems.

IHSHQE recognizes its responsibilities to identify and deal forthrightly with known problems at an early stage in a timely fashion. EMPLOYEES undergoing a prescribed program of treatment will be granted sick leave for this purpose on the same basis as any other illness which requires absence from work.

Section 4: Disciplinary Action.

EMPLOYEES entering the EAP are not immune from disciplinary action; however, the fact that an EMPLOYEE is actively pursuing an established program of rehabilitation will be considered in determining appropriate disciplinary action.

Section 5: EAP Files.

The records for any EAP (including the Drug-Free Workplace Program for the Headquarters East) shall be kept separate and confidential from the Official Personnel Folder, EMPLOYEE Medical File and any other EMPLOYEE files.

EMPLOYEES shall have access to any EAP files in accordance with procedures of the EAP providers.